



HEADQUARTERS
UNITED STATES EUROPEAN COMMAND
Office of the Chief of Staff
UNIT 30400
APO AE 09131

ECCS

4 Dec 07

MEMORANDUM FOR ALL HQUSEUCOM DIRECTORATES

SUBJECT: EUCOM Individual Augmentee Rental Car Policy

1. References:

- a. Joint Federal Transportation Regulation (JFTR), Section U3415, Special Conveyance Use.
- b. DoD 4500.36-R, *Management, Acquisition, and Use of Motor Vehicles*, 16 Mar 07, para C2.5.4, Temporary Duty (TDY).

2. A recent local inquiry revealed that rental car authorizations for Individual Augmentees (IA) have been applied in a manner which has been detrimental to Joint cohesiveness and has resulted in unnecessary costs to the government.

3. All EUCOM directorates will reassess the need for IA rental car requirements during the annual (JMD) revalidation. When conducting this reassessment, the following policy will be applied.

- a. To the maximum extent possible, IAs will be billeted on-post. This includes Army lodging on Patch, Kelley or Robinson Barracks. Billeting of IAs off-post will be the exception.
- b. IAs are expected to use the Stuttgart Military Community (SMC) shuttle bus service when travel between installations in the SMC is necessary.
- c. When off-post billeting is necessary, IAs will obtain a statement of non-availability from the billeting office. IAs will need to provide this statement to their home unit or order-issuing authority as justification for amending their orders to authorize a rental car. In these cases, rental car authorization will end the day the IA moves into on-post billeting. Standard EUCOM reporting instructions will include the following statement: "Rental car is authorized only during periods when government quarters are not available. Non-availability statement from post billeting office is required to justify rental car amendment."
- d. For positions which require rental car authorization for duty performance, a thorough justification outlining specific duties that require a rental car authorization will be required. This justification must clearly delineate how the IA's ability to perform the mission will be hampered without a rental car authorization.


1) Justification will be submitted to the Contingency Management Branch of EPOC-IRD along with the position description during annual JMD revalidation. Justifications that are based on convenience of the IA will not be considered.

2) All justifications, along with a recommendation from EPOC-IRD, will be submitted to the Deputy Director of Operations (DJ3) for approval prior to forwarding the JMD to the EUCOM Deputy Commander for validation. Appeals of disapprovals will be decided by the EUCOM Chief of Staff.

e. Rental car authorization will automatically be removed for position descriptions which do not contain a rental car justification.

4. This process will provide a fair and equitable distribution of rental cars to IAs while ensuring mission accomplishment and being good stewards of government resources.

5. This policy remains in effect until superseded or terminated by the undersigned.



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Chief of Staff

CF:
All HQ USEUCOM